

## Equality Impact Analysis Full Tool with Guidance

### Overview

This Tool has been produced to help you analyse the likelihood of impacts on the protected characteristics – including where people are represented in more than one – with regard to your new or proposed policy, strategy, function, project or activity. It has been updated to reflect the new public sector equality duty and should be used for decisions from 5<sup>th</sup> April 2011 onwards. It is designed to help you analyse decisions of high relevance to equality, and/or of high public interest.

### General points

1. 'Due regard' means the regard that is appropriate in all the circumstances. In the case of controversial matters such as service closures or reductions, considerable thought will need to be given the equalities aspects.
2. Wherever appropriate, and in all cases likely to be controversial, the outcome of the EIA needs to be summarised in the Cabinet/Cabinet Member report (section 08 of this tool) and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.

### Timing, and sources of help

Case law has established that having due regard means analysing the impact, and using this to inform decisions, thus demonstrating a conscious approach and state of mind ([2008] EWHC 3158 (Admin), [here](#)). It has also established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, through to the recommendation for decision. It should demonstrably inform, and be made available when the decision that is recommended. This tool contains guidance, and you can also access guidance from the EHRC [here](#). If you are analysing the impact of a budgetary decision, you can find EHRC guidance [here](#). Advice and guidance can be accessed from the Opportunities Manager: [PEIA@lbhf.gov.uk](mailto:PEIA@lbhf.gov.uk) or ext 3430.

## Full Equality Impact Analysis Tool

Overall Information	Details of Full Equalities Impact Analysis
Financial Year and Quarter	11/12 Q4
Name and details of policy, strategy, function, project, activity, or programme	<p><b>Remodel of Ellerslie Road day service (for people with mental health needs) and Nubian Life day service (for BME older people)</b></p> <p>This EIA will analyse the impact that remodelling the day services will have on the service users of the above two services affected by the proposals. More detail on the proposals is given in the Cabinet Report, and is summarised at recommendation 1 of that Report.</p>
Name of Service Department	<p>Name: Hannah Carmichael            Position: Commissioning Manager            Email: <a href="mailto:hannah.carmichael@lbhf.gov.uk">hannah.carmichael@lbhf.gov.uk</a>            Telephone No: 020 8753 5384</p>
Date of completion of final EIA	13 <sup>th</sup> February 2012

Section 02	Scoping of Full EIA
Plan for completion	<p><b>Timing</b> – completion by 13<sup>th</sup> February 2012</p> <p><b>Resources</b> – Remodel of day services consultation participants</p> <p><b>Lead Officer</b> – Hannah Carmichael (Commissioning Manager)</p> <p><b>Other officers</b> – Christine Baker (Service Manager – Provider Services)</p>
What is the policy,	The Council intends to co-locate two day services, Nubian Life (for Black Minority Ethnic older people)

<p><b>strategy, function, project, activity, or programme looking to achieve?</b></p>	<p>and Ellerslie Road (for people with mental health needs), which would result in the services sharing the 50 Ellerslie Road day centre building. 50 Ellerslie Road would become a Resource Centre – Nubian Life would occupy the ground floor and the existing mental health drop-in service would occupy the first floor. The building has been risk assessed by corporate Health and Safety, who have stated that it is suitable for the above services to share.</p> <p>All current service users of the Ellerslie Road mental health service would be able to continue to access a drop-in service at the new Ellerslie Road Resource Centre. They would also be encouraged to engage with a new peer support intensive recovery service that is due to be commissioned. This would enhance what is currently on offer for people with mental health needs.</p> <p>The Ellerslie Road day centre building is of a higher standard and has superior facilities to those of 50 Commonwealth Avenue, where Nubian Life is currently based. It is therefore thought that those currently attending the service based at 50 Commonwealth Avenue would benefit from the move to Ellerslie Road.</p> <p>Not only would the merged services be providing day care in higher quality buildings with better facilities, the proposal also promotes equality. The Ellerslie Road building is an excellent resource for people with disabilities and this proposal will open up this resource for it to be used by a wider range of people with day care needs.</p> <p>Will the merge of services affect Human Rights, as defined by the Human Rights Act 1998?</p> <p>No</p> <p>Will the procurement proposals affect Human Rights, as defined by the Human Rights Act 1998?</p> <p>No</p> <p>For more in-depth assessment of 1 and 2 across the nine protected characteristics, see section 04 below.</p>
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<b>Section 03</b>	<b>Assessment of relevant data and/or undertake research</b>
<b>Documents and data</b>	The following data and documents have been used to help inform this Equalities Impact Assessment:

<b>reviewed</b>	<p><b>Single Equalities Scheme</b></p> <p>The Single Equalities Scheme outlines how the council meets the requirements for all groups protected by discrimination law. It considers the current duties and includes new duties that were expected to arise from the Equality Act 2010, which received royal assent in April 2010.</p>
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<b>Section 04</b>	<b>Assess or undertake consultation</b>
<b>Consultation</b>	<p><b>Remodel of day services consultation</b></p> <p>A 12 week consultation on the remodel of day services was carried out between 3<sup>rd</sup> October and 23<sup>rd</sup> December 2011. The council consulted with service users, their carers and interest groups. Methodologies included a short questionnaire and consultation events. Information and feedback from the consultation were used to inform this EIA and actions. More information about the consultation, including full analysis of feedback received can be found in the accompanying key decisions cabinet report.</p> <p><b>EIA consultation</b></p> <p>As part of the consultation questionnaire, two specific equalities question were asked:</p> <ol style="list-style-type: none"> <li>1. Do you have any concerns about the impact of these proposals for any particular communities in the borough? <i>(If you have answered yes, which communities and how will they be affected?)</i></li> <li>2. How could the Council make sure that the proposals will not impact negatively on people?</li> </ol> <p>This feedback, along with feedback from consultation events, influenced officers to revise the original proposals. As analysed further below this will be of more relevance to some protected groups than to others, and while there may be some short-term change, overall the changes will bring positive benefits to service users whose service will relocate.</p>
<b>Assessment</b>	<p><b>Remodel of day services consultation</b></p> <p>It emerged from the above consultation that there was a need for the council to ensure an easy transition for the current Eilerslie Road and Nubian Life service users during the period of change, which the council is putting into place as a result of consultation (see section 07). There was some anxiety about a change in service that many people had been receiving for 20 years or longer. If the</p>

proposal to move Nubian Life into Ellerslie Road goes ahead, the new arrangement will not begin until July 2012 at the earliest. This should allow enough time for the service users to be introduced to the new building and each other and to be involved with the negotiations about sharing space and facilities.

Section 05	Assessment of impact and outcomes	
Assessment	Race	<p><b>HIGH RELEVANCE, AND POSITIVE IMPACT</b></p> <p><b>Nubian Life</b> Nubian Life is currently a service for African and African-Caribbean elders.. However Nubian changed their constitution in 2011, so their service can also support residents from all backgrounds . This will benefit the wider community because it will enable eligible people of all ethnic backgrounds to attend the service. Nubian will want to and will continue to support the needs of the BME community, which will be done in daily activity such as providing cultural meals, holistic health therapies, domestic rehabilitation services and creative arts and pastimes. Nubian will also be expected to promote equality of opportunity for all protected groups, as all adult social care services are expected to do.</p> <p><b>Ellerslie Road</b> Ellerslie Road has a high number of service users of BME origin. The introduction of a new, primarily BME service (Nubian Life) to the building will therefore be of relevance to BME service users as the background of the service provider caters to these needs, but it will also be of relevance to non-BME service users, as Nubian has widened its remit. Overall, this will be of benefit to all race groups.</p> <p>During the consultation on the remodel of day services there was no concern raised about the impact on service users and race.</p>
	Disability (including mental health)	<p><b>HIGH RELEVANCE, AND POSITIVE IMPACT</b></p> <p><b>Nubian Life</b> Nubian Life currently cares for vulnerable residents, many of which have mobility</p>

		<p>difficulties and has up to four wheelchair users per day. Their current building at 50 Commonwealth Avenue is 20 years past its lifespan and has poor facilities for personal care, but the Ellerslie Road building has a lift is purpose built to accommodate people with mobility difficulties, including wheelchair users. There are wide doors, step free access and disabled toilets. Nubian Life's disabled service users will therefore be at an advantage if the recommendation is adopted, as they will be able to benefit from a more accessible service.</p> <p><b>Ellerslie Road</b> The current service users of Ellerslie Road will predominantly use part of the first floor of Ellerslie Road for their activities. This will not be as convenient for people who use wheelchairs, but there is a lift and the building is purpose built and therefore has good access in all areas for disabled people.</p> <p>During the consultation there was some concern raised from mental health service users that sharing the building with people that may not understand their mental health needs could have a negative impact on them. Some people are concerned that people may have prejudiced views about mental health and may make them feel uncomfortable. However, Nubian Life already supports service users with mental health needs and has worked with mental health users at Ellerslie to deliver an Expert Patients Programme. In addition, before the Nubian service moves to Ellerslie Road there will be workshops with both the Ellerslie and Nubian Life service users so they all have a good understanding of each other's needs and to minimise the risk of fear or prejudice from either group (see section 07). This will increase equality of opportunity for disabled people.</p>
	Sex	<p><b>LOW RELEVANCE, AND NEUTRAL IMPACT</b></p> <p>During the consultation on the remodel of day services there was no concern raised about the impact on gender. Service providers are expected to ensure equality of opportunity between men and women.</p>
	Age	<p><b>HIGH RELEVANCE, AND POSITIVE IMPACT</b></p> <p><b>Nubian Life</b> The feedback from the consultation was that 76% of the Nubian Life service users agreed</p>

		<p>that the Nubian service should become an all-age service, rather than being restricted for older people only. This will have a positive impact on the wider community because it will enable all eligible people to access the Nubian service, whatever their age.</p> <p>During the consultation there was some concern that day services should be specific to age groups and that older people should have their own service. However, Nubian Life will continue to provide a service suitable for and likely to be predominately used by older people, whilst also caring for younger people with physical needs. Therefore, the relevance and impact with regards to age will be highly positive, with a service able to meet the needs of adult residents eligible for the service.</p> <p><b>Ellerslie Road</b> The majority of current Ellerslie Road service users are aged 50+. The introduction of a new, primarily older person service (Nubian Life) will therefore be of high relevance to that cohort of service users, and have a positive impact on Age.</p> <p>During the consultation there was some concern from the Ellerslie service users that the age group of the Nubian service users would mean it would be hard for the two groups to mix. This will be addressed in the workshops that will be held before the service moves to Ellerslie Road (see section 07). This will increase equality of opportunity between different age groups.</p>
	Sexual Orientation	<p><b>LOW RELEVANCE, AND NEUTRAL IMPACT</b></p> <p>It is unlikely that the remodel of day services would have a differential impact on service users of different sexual orientations. Service providers should all however ensure that their service provides equality of opportunity.</p>
	Gender Reassignment	<p><b>LOW RELEVANCE, AND NEUTRAL IMPACT</b></p> <p>It is unlikely that the remodel of day services would have a differential impact on service users who are protected under this characteristic. Service providers should all however ensure that their service provides equality of opportunity.</p>
	Marriage	<b>N/A</b>

	and Civil Partnership	This is not relevant in this case
	Pregnancy and Maternity	<b>LOW RELEVANCE, AND NEUTRAL IMPACT</b>  It is unlikely that the remodel of day services would have a differential impact on service users who are protected under this characteristic. Service providers should all however ensure that their service provides equality of opportunity.
	Religion/ belief (including non-belief)	<b>LOW RELEVANCE, AND NEUTRAL IMPACT</b>  There is no evidence to suggest that the remodel of day service would have a differential impact on service users who have different religious or philosophical beliefs. The merged services would continue to provide for religious needs, for example by addressing dietary requirements such as using halal meat and celebrating all religious and cultural special days.

<b>Section 06</b>	<b>Reducing any adverse impacts</b>
<b>Outcome of Assessment</b>	<p><b>Remodel of Eilerslie Road day service (for people with mental health needs) and Nubian Life day service (for Black Minority Ethnic older people)</b></p> <p>The proposal to remodel the above day services will on the whole have a positive or neutral impact on each of the protected groups, and will be of more relevance to some groups than to others, such as Age, Race and Disability. The positive impacts will reach people currently using Nubian Life who have physical disabilities in particular, the move to Eilerslie Road will offer superior facilities to meet their day care needs. Disabled people under the age of 55 will be advantaged because the Nubian service that is currently unavailable to them will be opened up for people of all ages. Those over 55 will still be able to access a service for their age group, as given above.</p> <p>Negative impacts mostly concern the transition for all service users that will be affected by sharing a building with new people. Older people and people with mental health needs often find change hard to cope with, so staff will need to be very supportive to ensure a smooth transition. Workshops, opportunities to mix and share activities will be available to Eilerslie Road and Nubian Life service users before the move happens.</p>



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Section 07	Action Plan				
Action Plan	Issue identified	Action	When	Lead officer	Expected outcome
	Uncertainty and anxiety of sharing a building with another care group	Workshops about sharing space, visits to services, shared activities all to take place before the move	Already started in December 2011 and will continue regularly until the move in July 2012.	Service Manager – Provider Services: Christine Baker	Smooth transition to sharing a building
	Fear about misunderstanding of needs and potential prejudice views about mental health / age	Workshops and training for all service users about understanding each other's needs and diversity	March – July 2012	Service Manager – Provider Services: Christine Baker  CEO Nubian Life: Jazz Browne	Service users are at ease with each other and understand each other's needs.

Section 08	Agreement, publication and monitoring
Chief Officer sign-off	Name: John Chamberlain Position: Assistant Director of Adult Social Care Email: <a href="mailto:john@chamberlain@lbhf.gov.uk">john@chamberlain@lbhf.gov.uk</a> Telephone No: 020 8753 5004
Key Decision Report	Date of report to Cabinet: 05/03/12 Confirmation that key equalities issues found here have been included: Yes
Opportunities Manager for advice and guidance only	Name: Carly Fry Position: Opportunities Manager Date advice / guidance given: 20 <sup>th</sup> January 2012 Email: <a href="mailto:carly.fry@lbhf.gov.uk">carly.fry@lbhf.gov.uk</a>

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